

# How to sign submission report ?

## Sign with Acrobat Reader

You can use Acrobat Reader and sign the **PDF version** of your submission report.

You will find more information about the signature method with Acrobat Reader at [this address](#).

You can download the submission report by clicking on the PDF logo in the online version of your submission report. You then upload the signed submission report via the 3rd party method.

## Sign with SR - Digital Signing Tool

### About the SR - Digital Signing Tool

[Download the SR - Digital Signing Tool](#)

Using this tool, an economic operators can electronically sign their submission reports, generated by e-Tendering.

It is intended to be used by non-Belgian companies who can not apply the signature processes already implemented in e-Tendering.

This tool is pre-configured by the service e-Procurement.

You have only to select your submission report and sign it with the appropriate token.

## About the certificate

To create a legally binding signature, a qualified certificate is required. Every EU member state has to maintain a list of certificate authorities, selling Qualified Certificates (QC). These are called Trusted Services Lists (TSL).

The list containing the links to these member-state-specific TSLs can be found on the site of the European Commission.

## Disclaimer

This tool is provided without any guarantees! The Belgian e-Procurement Service cannot guarantee proper functioning on all possible client configurations.

The Belgian e-Procurement is not responsible for any negative consequences the use of this tool might have.

It is available as an alternative when the e-Tendering signature methods cannot be used and one does not dispose of a proper signature creation software.

## Credits

This tool is based on the project developed under the EU Digital Signature Services project.

That software has been commissioned by the Commission (DG MARKT, Directorate E, Services), financed under the ISA Work Programme (DG DIGIT) in the framework of the implementation of Services Directive.